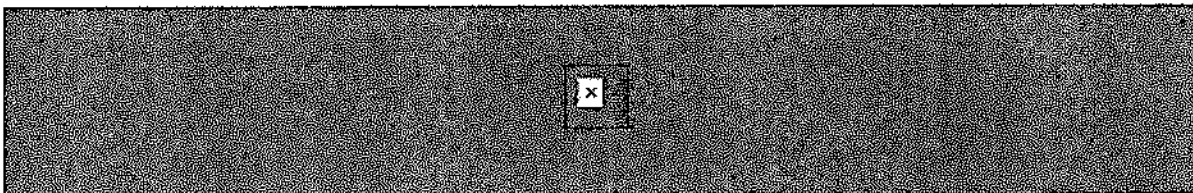


McCarthy, Kevin

From: Tamara Heagy <pdaa@ciclt.net>
Sent: Tuesday, December 19, 2017 10:02 AM
To: Zappala, Stephen
Subject: Spring Prosecutors Course: Register Today!

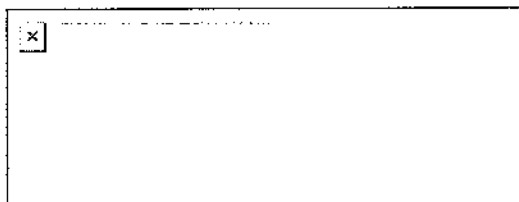


Course Information

This year's Spring Prosecutors Course takes place March 6-7, 2018 in Pittsburgh, PA. The topics will be a repeat from the Mid Winter Meeting and features *Searchin' & Seizin'*, a presentation created by the same team that produced the highly successful *ETHICS: The Movie* trilogy.

[Click here for more information on the course or to register online.](#)

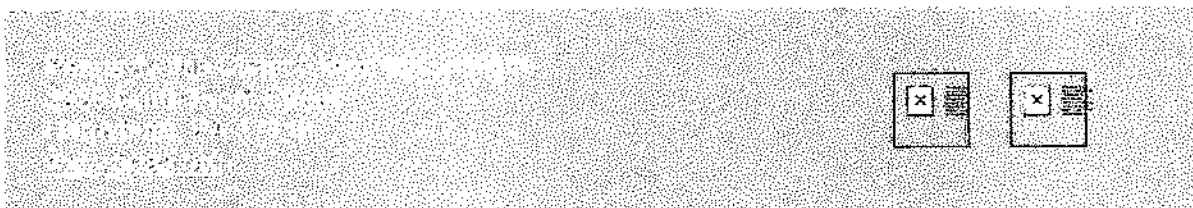
Credit card payments accepted for online registration!



Sheraton Station Square
300 W Station Square Dr.
Pittsburgh, PA 15219
800-325-3535
[Website](#)



The registration deadline is ***February 3, 2018***.
Payment of the registration fees must be
received by PDAI headquarters prior to the
conference. Click [here](#) to register online now.

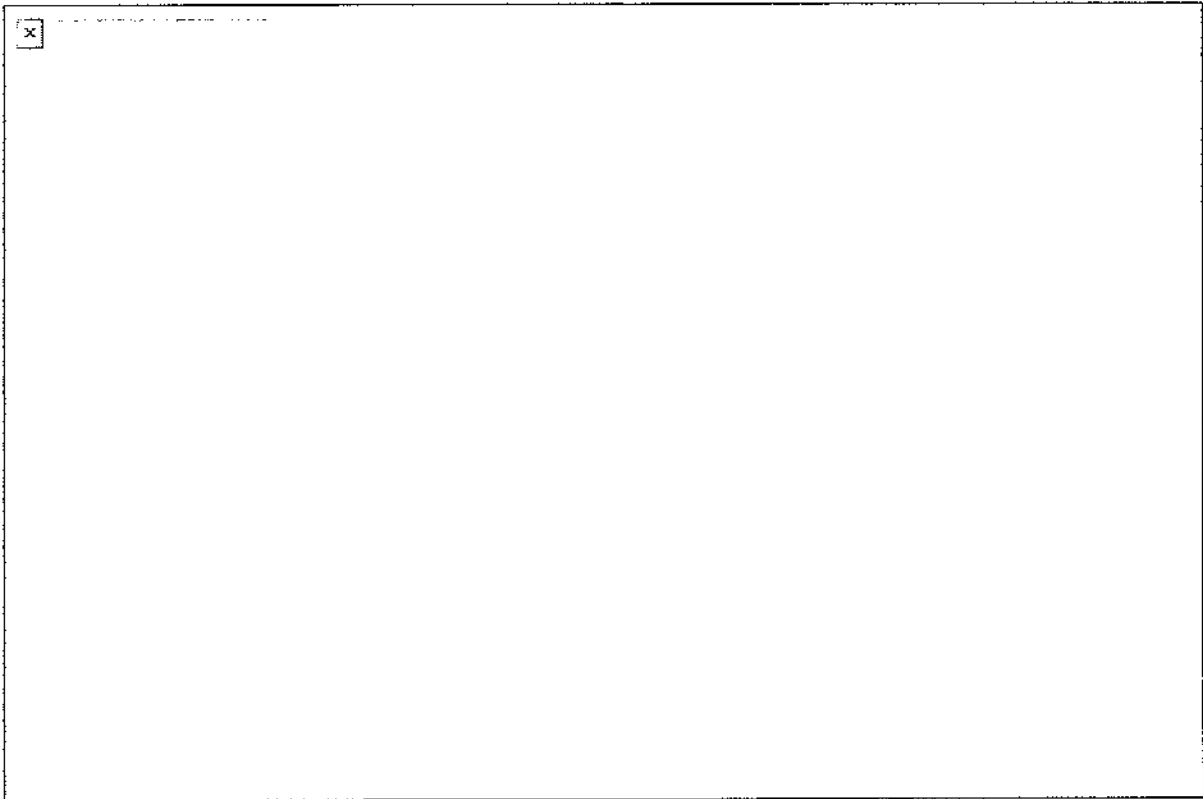


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McCarthy, Kevin

From: Family Studies <info@ifstudies.org@mail177.atl171.mcdlv.net> on behalf of Family Studies <info@ifstudies.org>
Sent: Tuesday, December 19, 2017 10:03 AM
To: Zappala, Stephen
Subject: Help IFS continue to strengthen marriage and families!

[View this email in your browser.](#)



Dear Friends,

As we celebrate the holiday season and take stock of the past year, we want to thank you for your continued interest in the Institute for Family Studies, and encourage you to consider supporting our mission of strengthening marriage and family by making a year-end gift to IFS.

With the recent and troubling news of sexual misconduct by powerful men from Hollywood to Washington, D.C., it is easy to be discouraged about the future of our nation. What's often overlooked in the national discussion about these incidents is their link to the larger fraying of the fabric of American family life, which IFS has been documenting since our inception in the fall of 2013.

More than ever, **we need solid empirical data that details the consequences of family breakdown for parents and children**, including many of the destructive sexual attitudes and behaviors we are seeing today. That is exactly the kind of research IFS provides. Now entering our fifth full year of operation, and with a brand-new website that makes it easier to access our research, IFS continues to be on the cutting edge of marriage and family issues. In fact, **2017 has been a banner year for our major reports, briefs, blog posts, and public education platforms**. A sampling of the signature research our top-notch scholars produced this year includes:

- *The World Family Map 2017*, which focuses on the harms of cohabitation
- *The Millennial Success Sequence* report, which finds that young people who follow the "success sequence" are more likely to achieve the American dream
- *the Men and Marriage* research brief, which highlights the many benefits of marriage for men—from higher pay to better health.

The IFS blog **continues to excel in terms of both content and increased readership, recently averaging nearly 100,000 page views a month**. Whether

the issue is divorce, parenting, male-female work dynamics, or sexual trends, the blog is attracting top family scholars from both the Left and Right.

The **real-life impact of our research is evident from the way it is being used by lawmakers, community organizations, and scholars nationwide.** For example, our *Millennial Success Sequence* report has inspired a local community group to **launch a public awareness campaign** on the importance of putting marriage before the baby carriage, our research briefs have assisted state and federal lawmakers in **crafting various family-strengthening policies**, and our blog posts have been used by one research professor **to educate his counseling program students.**

In this field, **no other think tank in the world comes close to matching the scholarly, media, and public policy impact of the Institute for Family Studies.** With all of this activity, **we need a larger megaphone to broadcast our findings** to the public and get our research into the hands of policymakers. By making a [generous donation](#) to IFS, you will enable us to continue publishing first-rate content and to take our research to a larger audience.

Thank you for helping IFS thrive and for considering helping us take IFS to the next level. You can make an [online donation here](#).

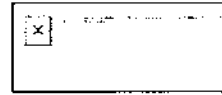
Happy Holidays!

Rich Brake Brad Wilcox
President Founder & Senior Fellow

Visit the Family-Studies Blog.



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McCarthy, Kevin

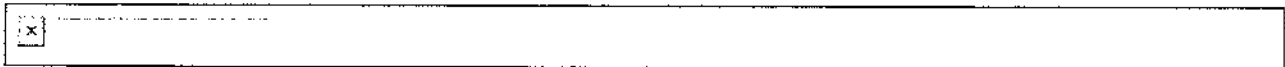
From: Vera Institute of Justice <contactvera=vera.org@mail119.sea21.rsgsv.net> on behalf of Vera Institute of Justice <contactvera@vera.org>
Sent: Tuesday, December 19, 2017 10:20 AM
To: Zappala, Stephen
Subject: We're getting close

Stephen, if you haven't yet, please make a gift today that doubles to safeguard justice for everyone.

We are getting so close to meeting our \$250,000 matching gift goal, but we're not there yet—and the deadline is approaching on 12/31!



Deadline to double your gift: 12/31



Stephen, at a time when justice for all is being threatened, make an urgent donation before this match expires. Your impact will double the fight to uphold human dignity, fairness, and safety—for everyone.

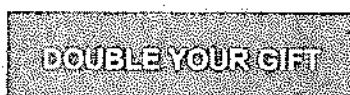
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McCarthy, Kevin

From: CLECenter.com <CLECenter@email.alm.com>
Sent: Tuesday, December 19, 2017 11:02 AM
To: Zappala, Stephen
Subject: We're feeling very merry. Take 40% off your order!

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(800) 348-0466



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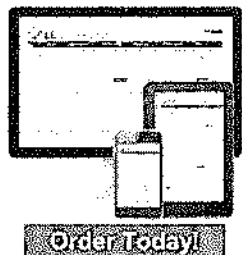
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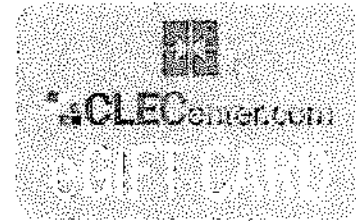
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LJP Law Journal Press

LN LAW JOURNAL
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McCarthy, Kevin

From: David Swisher <dswisher@thinkingoutsidethecage.org>
Sent: Tuesday, December 19, 2017 11:03 AM
To: 'Beth Henry'; 'Bob Fragasso (E-mail)'; BTAnderson@BDO.com; 'Charlotte Stephenson'; 'Cindy Russell (E-mail)'; 'Cris Winter'; DEBBIEDAY@aol.com; 'Dorothy Boyer'; 'Doug Shriber'; 'Gina Carlos (E-mail)'; 'Gina Pferdehirt'; 'Howard Ash'; 'Howard Loevner'; 'Jeff Dutkovic'; 'John Weinstein'; 'Leslie Lafferty'; 'Marleen Ashton (E-mail)'; 'Mary Ann Bogosta'; 'Michelle Bartlett'; 'Monsour, Matthew D.'; 'Paul Gitnik'; 'Rick Applegate'; 'Romoff, Stefania'; 'Sarah McKean (E-mail)'; 'Sheri Levine-Everett'; Zappala, Stephen; 'The Honorable Tom Corbett'
Cc: Joanne Moore; Kathleen Beaver; Tracey Eakin
Subject: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

All,

It is with heartfelt sadness that I announce the upcoming retirement of long-time Animal Friends employee and Chief Programs Officer, Joanne Moore. After much thought and consideration, Joanne offered her formal retirement letter to me two weeks ago with an effective date of January 26, 2018.

As you know, Joanne has faithfully served Animal Friends for over 20 years in many different capacities from Volunteer Coordinator, to Director of Outreach & Therapeutic Programming, and to her current role as Chief Programs Officer.

During that time, Joanne has assisted in creating the vision and mission of the organization as we know it today -- from a small *animal-focused* shelter in the Strip District, to a premier companion animal resource campus -- focusing on programming to support both *people and pets* throughout Southwestern PA.

Personally, I can say without hesitation, Joanne has epitomized all that is good about Animal Friends...she is caring, compassionate, professional and visionary. And as one of my closest confidants and peers, she will be sadly missed.

As with Eula's recent retirement, I have offered Joanne a few options on how Animal Friends would like to celebrate her upcoming retirement. Joanne is giving each option some thought and once confirmed, I will let you know our plans.

In the meantime -- while we plan to tell the staff later this week about Joanne's retirement -- please feel free to contact Joanne directly at 412-847-7030 or via email at JMoore@thinkingoutsidethecage.org to share your appreciation and well wishes.

Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

David

David J. Swisher

President & Chief Executive Officer

Animal Friends, Inc.

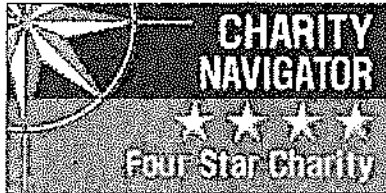
562 Camp Horne Road

Pittsburgh, PA 15237

(412)-847-7010

(412)-847-7001 (fax)

www.ThinkingOutsideTheCage.org



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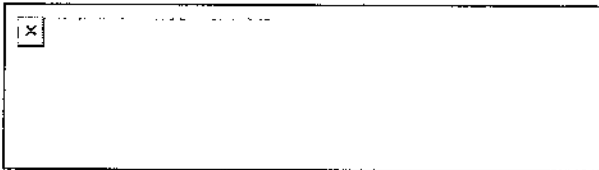
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McCarthy, Kevin

From: PM, OBS DA Letters <RA-OBSDALetter@pa.gov>
Sent: Tuesday, December 19, 2017 11:08 AM
To: Delaney, Laura;Gettings, Lynn;Zappala, Stephen
Subject: DA - RE: Inmate Name: BOBBIE EVANS - Parole #: 286IR - Inmate #: LD9469
Attachments: xiumqwoxfja.pdf

Please see the attached documentation for the indictment numbers for which input is requested.



RE: Inmate Name: BOBBIE EVANS
Parole #: 286IR
Inmate #: LD9469

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Please check the appropriate response.

From: _____
District Attorney

Date: _____

**IF YOU ARE NOT THE PROSECUTING ATTORNEY,
PLEASE FORWARD TO THE APPROPRIATE PERSON.**

I have reviewed your letter requesting my recommendation for the parole of the above-named inmate. Please be advised that I (was____) (was not____) the district attorney in this case. Please note the following:

☐ I recommend that the defendant be released upon the expiration of the minimum sentence.

☐ I recommend that the defendant be released upon the expiration of the minimum sentence, provided that the inmate: has successfully completed the prescribed program plan; and, has demonstrated satisfactory adjustment while incarcerated, as evidenced by a favorable recommendation of the Pennsylvania Department of Corrections.

☐ I have no recommendation at this time. I defer to the Board of Probation and Parole in the exercise of its discretion.

☐ I recommend that the defendant be refused parole at this time. (Comments may be added below or attach separate letter.)

☐ I recommend that the defendant be refused parole and that he remain incarcerated until the expiration of the maximum sentence. (Comments may be added below or attach separate letter.)

Please enter comments below and type signature to indicate who completed.

Comments:

District Attorney's Signature

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12/19/2017

HONORABLE STEPHEN A. ZAPPALA, ESQ
DISTRICT ATTORNEY
303 ALLEGHENY COUNTY COURTHOUSE
436 GRANT STREET
PITTSBURGH, PA 15219-2489

**IF YOU ARE NOT THE PROSECUTING
ATTORNEY, PLEASE FORWARD TO
THE APPROPRIATE PERSON.**

RE: Inmate Name: EVANS BOBBIE
Parole Number: 286IR
Institution Number: LD9469
Bill & Term: See Attachment

Dear District Attorney:

The Pennsylvania Board of Probation and Parole, in accordance with the Prisons and Parole Code, 61 Pa.C.S. §§ 6131, 6132, 6137 (g), 6139 (c), has scheduled the above-named inmate for parole consideration. Review of the case, including an interview, is scheduled for APRIL 2018. It is the practice of the Board to interview an inmate four months prior to the expiration of the minimum sentence in order to facilitate the timely completion of the decision-making and release processes. **Please be advised, that the inmate will not be released from confinement prior to the expiration of the minimum sentence if approved for parole.** Your recommendations regarding the inmate's possible release on parole will be taken into consideration by the Board. **To insure that your recommendations are provided during the Board's decision-making process, please submit the enclosed Memorandum form or other written comments by JANUARY 19, 2018 . If not received by that date, the Board shall presume that there are no objections to the inmate's release on parole.**

The Crime Victims Act, 18 P.S. §§ 11.101 et seq., includes the right of crime victims to submit prior comment on certain release decisions made by the Board of Probation and Parole. Any crime victim wishing to exercise his/her right under this law should contact the Pennsylvania Office of the Victim Advocate at 1-800-563-6399 (Board of Probation and Parole).

If you have further questions, please do not hesitate to contact my office.

Respectfully,

A handwritten signature in cursive script that reads 'John J. Talaber, Esq.'.

John J. Talaber, Esq.
Board Secretary

JSH

Pennsylvania Board of Probation and Parole | Office of Board Secretary
1101 South Front Street – Suite 5300 | Harrisburg, PA 17104-2519
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BOARD OF PROBATION AND PAROLE

MEMORANDUM

Please check the appropriate response.

*To: Office of the Board Secretary
1101 South Front Street, Suite 5300
Harrisburg, PA 17104-2519*

**IF YOU ARE NOT THE PROSECUTING
ATTORNEY, PLEASE FORWARD TO
THE APPROPRIATE PERSON.**

*From: _____
County District Attorney's Office*

Date: _____

RE: Inmate Name: EVANS BOBBIE
Parole Number: 286IR
Institution Number: LD9469
Bill & Term: CP 2012-0011714CT1, CP 2012-0011715CT1-3, CP 2012-0011716CT1-3

I have reviewed your letter requesting my recommendation for the parole of the above-named inmate. Please be advised that I (was____) (was not____) the district attorney in this case. Please note the following:

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District Attorney's Signature



pennsylvania
BOARD OF PROBATION AND PAROLE

ATTACHMENT

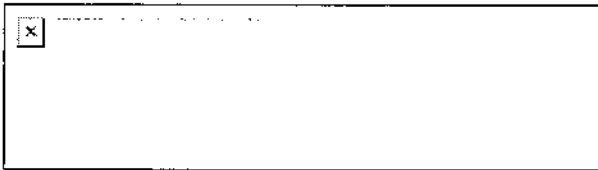
Inmate Name: EVANS BOBBIE
Parole Number: 286IR
Institution Number: LD9469

Indictment#	Offense	Sentence		Sentence Type
		Min (YY MM DD)	Max (YY MM DD)	
CP 12-0011714CT1	ROB	-06 00 00	-14 00 00	CC
CP 12-0011715CT1-3	ROB (3)	-06 00 00	-14 00 00	CC
CP 12-0011716CT1-3	ROB (3)	-06 00 00	-14 00 00	CC

McCarthy, Kevin

From: PM, OBS DA Letters <RA-OBSDALetter@pa.gov>
Sent: Tuesday, December 19, 2017 11:08 AM
To: Delaney, Laura;Gettings, Lynn;Zappala, Stephen
Subject: DA - RE: Inmate Name: BOBBIE EVANS - Parole #: 286IR - Inmate #: LD9469
Attachments: xiumqwoxfja.pdf

Please see the attached documentation for the indictment numbers for which input is requested.



RE: Inmate Name: BOBBIE EVANS
Parole #: 286IR
Inmate #: LD9469

If you are the original recipient of this e-mail you should respond by using the reply button. If you are not the original recipient, you will need to forward the email and paste RA-OBSDALetter@pa.gov into the address line.

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From: _____
District Attorney

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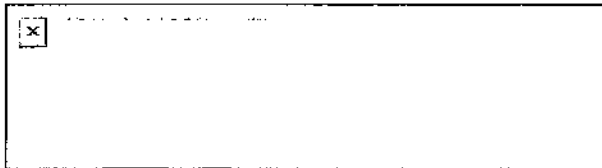
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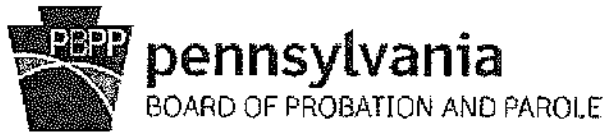
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John J. Talaber, Esq.
Board Secretary

JSH

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1101 South Front Street – Suite 5300 | Harrisburg, PA 17104-2519
Phone: 717.787.5684 | Fax: 717.772.4375 | www.pbpp.state.pa.us

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BOARD OF PROBATION AND PAROLE

MEMORANDUM

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1101 South Front Street, Suite 5300
Harrisburg, PA 17104-2519*

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District Attorney's Signature

ATTACHMENT

Inmate Name: EVANS BOBBIE
Parole Number: 286IR
Institution Number: LD9469

Indictment#	Offense	Sentence		Sentence Type
		Min (YY MM DD)	Max (YY MM DD)	
CP 12-0011714CT1	ROB	-06 00 00	-14 00 00	CC
CP 12-0011715CT1-3	ROB (3)	-06 00 00	-14 00 00	CC
CP 12-0011716CT1-3	ROB (3)	-06 00 00	-14 00 00	CC

McCarthy, Kevin

From: CLE Director, Rossdale CLE <Notifications@TheRossdaleGroup.com>
Sent: Tuesday, December 19, 2017 11:38 AM
To: Zappala, Stephen
Subject: Making Your Clients Judgment-Proof CLE - Final Chance for Early Bird Discount

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Making Your Clients Judgment-Proof CLE

Thursday, Jan. 11, Noon - 1:30 PM

90-Minute Telephonic Seminar

Registration includes access to 170 pages of written course & reference material

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Rossdale CLE

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Registered attendees will automatically be e-mailed a complimentary recording and Podcast of the full-length seminar two days after the teleconference and receive FULL CLE & MCLE CREDIT (where available) if they cannot attend the teleconference.

Benefits [View Benefits](#)

From the underlying substantive law to practical aspects of asset protection planning (i.e., what works and what does not), this program will teach you everything you need to know about shielding clients using asset protection. We will cover how to protect assets from tort plaintiffs, lenders, government entities and other creditors, using corporations, partnerships, LLCs and offshore entities. Our distinguished seminar faculty will cover specific approaches and solutions, including the most effective tactics, best practices, and the cutting-edge strategies to best advantage your client.

You'll learn various ways, from the very simply to the very sophisticated, to protect specific assets common to all clients: houses, bank and brokerage accounts, rental real estate, businesses and professional practices and retirement plans. Course materials will serve as a treatise on asset protection as well as an exhaustive reference source for many of your planning needs and will outline and diagram the discussed planning techniques and structures. The nationally recognized instructors will share many real life case histories and anecdotes that will readily illustrate the effectiveness of various structures. Register today to learn the most effective strategies and latest law in asset protection with the titans.

Key Agenda Points [View Complete Agenda](#)

- Practical Goals and Limitations of Asset Protection

- Picking the Right Structure to Best Advantage Your Client
- Understanding Fraudulent Transfers
- Effectively Planning for Possible Challenges
- Practical Implications for Planning
- Corporations v. LLC's & LP's
- Multi-Entity Structures to Protect Business Assets
- Dealing with Successor Liability
- Using Check the Box Election
- Charging Order Protection
- Best Practices on Picking the Right Jurisdiction
- Single Member LLCs, Poison Pills and Other Sexy Clauses
- Interactive Question & Answer Session

Faculty Detailed Faculty Information

- **Jacob Stein**, Leading Asset Protection Attorney, Expert, & Adjunct Law Prof. of Asset Protection

Credit Detailed CLE Credit Information

- **CLE ACCREDITATION: Rossdale CLE is a national leader in attorney education and has trained thousands of attorneys, paralegals, and other legal professionals.** CLE & MCLE credit is available in states and jurisdictions across the country. Visit the seminar webpage to learn more about CLE & MCLE credit for the program.

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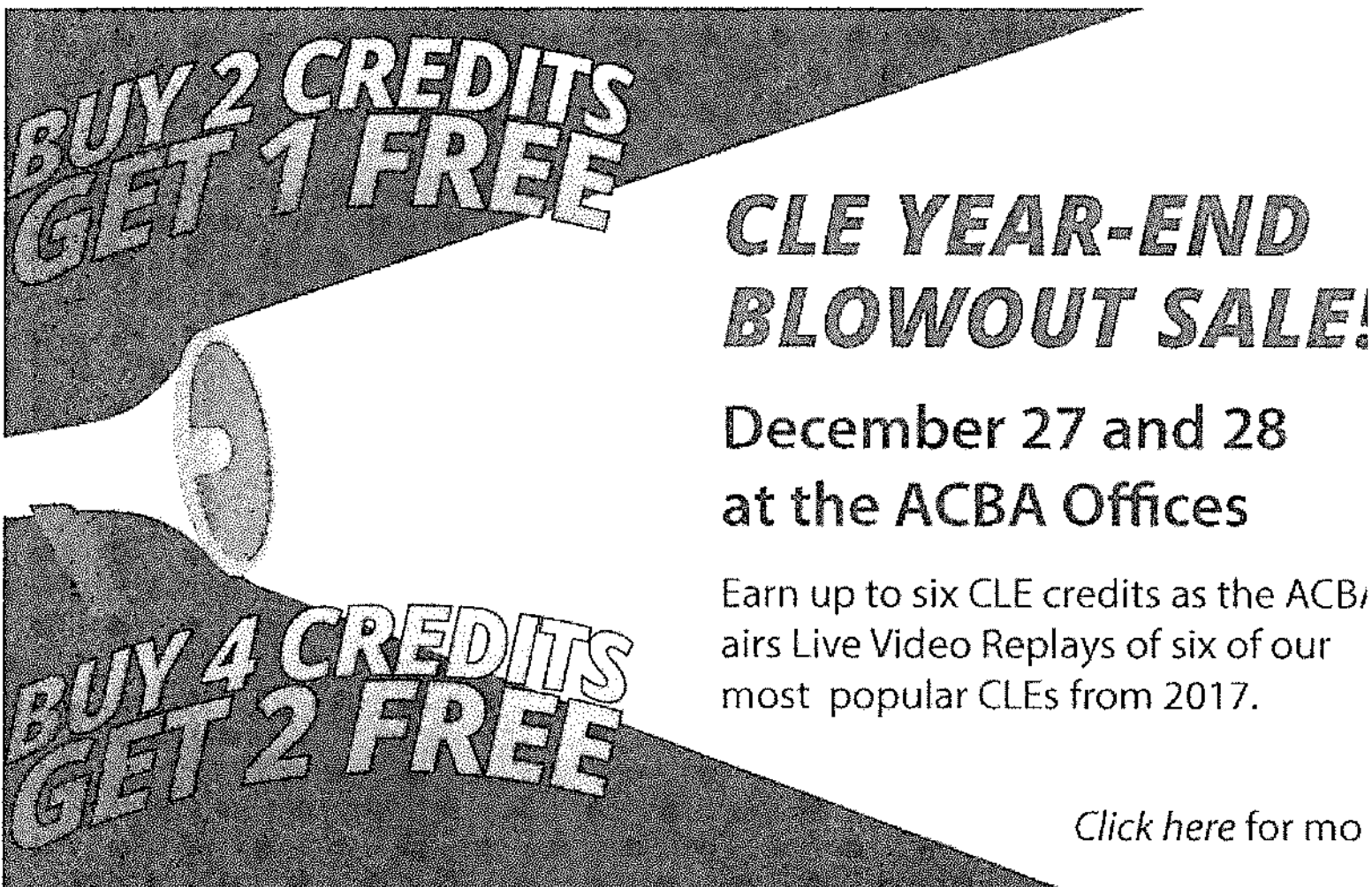
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Miami, FL 33146

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McCarthy, Kevin

From: Howard I. Booth <hbooth@acba.org>
Sent: Tuesday, December 19, 2017 12:02 PM
To: Zappala, Stephen
Subject: ACBA CLE – Live Video Replay Year-End Blowout Sale



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Wednesday, December 27 and Thursday, December 28 | 8:30 a.m. - 4:30 p.m.
Koppers Building

December compliance period deadline is looming. Need some credits before the year ends? Or simply looking to get a jump start? The ACBA has you covered by offering a **Live Video Replay Year-End Blowout Sale**. The offerings - including six of our most popular CLEs from 2017- will be available in a **buy two credits, get one credit free** format, or **buy four credits, get two free** (if you decide to take advantage of both days). Additionally, participants will get a coupon for a free ACBA Online CLE through June 30, 2018.

To register for events on **Wednesday, December 27**, or view a full schedule, [Click here](#).

To register for events on **Thursday, December 28**, or view a full schedule, [Click here](#).

McCarthy, Kevin

From: Gina Carlos <ginamcarlos@gmail.com>
Sent: Tuesday, December 19, 2017 12:54 PM
To: David Swisher
Cc: Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Gina Pferdehirt; Howard Ash; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sarah McKean (E-mail); Sheri Levine-Everett; Zappala, Stephen; The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
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David,

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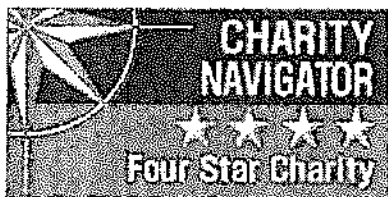
All the best.

David

David J. Swisher
President & Chief Executive Officer
Animal Friends, Inc.
562 Camp Horne Road
Pittsburgh, PA 15237

(412)-847-7010
(412)-847-7001 (fax)

www.ThinkingOutsideTheCage.org



***** Ninth Consecutive Four Star Rating***

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McCarthy, Kevin

From: Tamara Heagy <pdaa@ciclt.net>
Sent: Tuesday, December 19, 2017 1:02 PM
To: Zappala, Stephen
Subject: Season's Greetings!



From the staff at the
Pennsylvania District Attorneys Association

Pennsylvania District Attorneys Association
2929 North Front Street
Harrisburg, PA 17110
www.pdaa.org



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McCarthy, Kevin

From: Sarah McKean <sarahmckean@earthlink.net>
Sent: Tuesday, December 19, 2017 1:05 PM
To: Gina Carlos; David Swisher
Cc: Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Gina Pferdehirt; Howard Ash; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sarah McKean (E-mail); Sheri Levine-Everett; Zappala, Stephen; The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

I second Gina's sentiments and would like to add that Joanne provided incredible leadership for Black Tie and Tails. She will be difficult to replace.

-----Original Message-----

From: Gina Carlos
Sent: Dec 19, 2017 12:54 PM
To: David Swisher
Cc: Beth Henry , "Bob Fragasso (E-mail)" , Brooke Anderson , Charlotte Stephenson , "Cindy Russell (E-mail)" , Cris Winter , Debbie Campbell , Dorothy Boyer , Doug Shriber , Gina Pferdehirt , Howard Ash , Howard Loevner , Jeff Dutkovic , John Weinstein , Leslie Lafferty , "Marleen Ashton (E-mail)" , Mary Ann Bogosta , Michelle Bartlett , "Monsour, Matthew D." , Paul Gitnik , Rick Applegate , "Romoff, Stefania" , "Sarah McKean (E-mail)" , Sheri Levine-Everett , "Steve Zappala (E-mail)" , The Honorable Tom Corbett , Joanne Moore , Kathleen Beaver , Tracey Eakin
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

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In the meantime -- while we plan to tell the staff later this week about Joanne's retirement -- please feel free to contact Joanne directly at 412-847-7030 or via email at JMoore@thinkingoutsidethecage.org to share your appreciation and well wishes.

Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

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www.ThinkingOutsideTheCage.org



**** Ninth Consecutive Four Star Rating**

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McCarthy, Kevin

From: Pferdehirt, Gina M <pferdehirtgm@upmc.edu>
Sent: Tuesday, December 19, 2017 1:10 PM
To: Sarah McKean; Gina Carlos; David Swisher
Cc: Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Howard Ash; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sheri Levine-Everett; Zappala, Stephen; The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
Subject: RE: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

I will have to third the comments. As I have said publicly, while I have been an Animal Friends supporter on the heels of my mother, it was Joanne that helped to get me engaged. She's a gem!

From: Sarah McKean [mailto:sarahmckean@earthlink.net]
Sent: Tuesday, December 19, 2017 1:05 PM
To: Gina Carlos ; David Swisher
Cc: Beth Henry ; Bob Fragasso (E-mail) ; Brooke Anderson ; Charlotte Stephenson ; Cindy Russell (E-mail) ; Cris Winter ; Debbie Campbell ; Dorothy Boyer ; Doug Shriber ; Pferdehirt, Gina M ; Howard Ash ; Howard Loevner ; Jeff Dutkovic ; John Weinstein ; Leslie Lafferty ; Marleen Ashton (E-mail) ; Mary Ann Bogosta ; Michelle Bartlett ; Monsour, Matthew D. ; Paul Gitnik ; Rick Applegate ; Romoff, Stefania ; Sarah McKean (E-mail) ; Sheri Levine-Everett ; Steve Zappala (E-mail) ; The Honorable Tom Corbett ; Joanne Moore ; Kathleen Beaver ; Tracey Eakin
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To: David Swisher
Cc: Beth Henry , "Bob Fragasso (E-mail)" , Brooke Anderson , Charlotte Stephenson , "Cindy Russell (E-mail)" , Cris Winter , Debbie Campbell , Dorothy Boyer , Doug Shriber , Gina Pferdehirt , Howard Ash , Howard Loevner , Jeff Dutkovic , John Weinstein , Leslie Lafferty , "Marleen Ashton (E-mail)" , Mary Ann Bogosta , Michelle Bartlett , "Monsour, Matthew D." , Paul Gitnik , Rick Applegate , "Romoff, Stefania" , "Sarah McKean (E-mail)" , Sheri Levine-Everett , "Steve Zappala (E-mail)" , The Honorable Tom Corbett , Joanne Moore , Kathleen Beaver , Tracey Eakin
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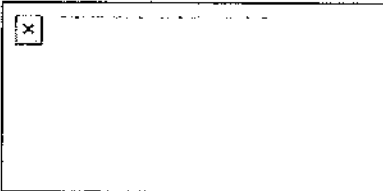
David

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***** Ninth Consecutive Four Star Rating***

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is the responsibility of the recipient to ensure that it is virus-free, and no responsibility is accepted by the sender

McCarthy, Kevin

From: Robert Fragasso <rfragasso@fragassoadvisors.com>
Sent: Tuesday, December 19, 2017 1:11 PM
To: David Swisher;'Beth Henry';BTAnderson@BDO.com;'Charlotte Stephenson';'Cindy Russell (E-mail)';'Cris Winter';DEBBIEDAY@aol.com;'Dorothy Boyer';'Doug Shriber';'Gina Carlos (E-mail)';'Gina Pferdehirt';'Howard Ash';'Howard Loevner';'Jeff Dutkovic';'John Weinstein';'Leslie Lafferty';'Marleen Ashton (E-mail)';'Mary Ann Bogosta';'Michelle Bartlett';'Monsour, Matthew D.';'Paul Gitnik';'Rick Applegate';'Romoff, Stefania';'Sarah McKean (E-mail)';'Sheri Levine-Everett';Zappala, Stephen;'The Honorable Tom Corbett'
Cc: Joanne Moore;Kathleen Beaver;Tracey Eakin
Subject: RE: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Thank you, Joanne, for your years of dedication to Animal Friends and its mission. Lots of memories and lots of lives saved and made better. You deserve praise for that work.

Best wishes for fun-filled and stress free retirement.

Bob

Robert Fragasso
Chairman and Chief Executive Officer



610 Smithfield Street, Suite 400
Pittsburgh, PA 15222
Direct Dial: (412) 227-3220
Email: rfragasso@fragassoadvisors.com
Web: www.fragassoadvisors.com
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From: David Swisher [mailto:dswisher@thinkingoutsidethecage.org]

Sent: Tuesday, December 19, 2017 11:03 AM

To: 'Beth Henry'; Robert Fragasso ; BTAnderson@BDO.com; 'Charlotte Stephenson'; 'Cindy Russell (E-mail)'; 'Cris Winter'; DEBBIEDAY@aol.com; 'Dorothy Boyer'; 'Doug Shriber'; 'Gina Carlos (E-mail)'; 'Gina Pferdehirt'; 'Howard Ash'; 'Howard Loevner'; 'Jeff Dutkovic'; 'John Weinstein'; 'Leslie Lafferty'; 'Marleen Ashton (E-mail)'; 'Mary Ann Bogosta'; 'Michelle Bartlett'; 'Monsour, Matthew D.'; 'Paul Gitnik'; 'Rick Applegate'; 'Romoff, Stefania'; 'Sarah McKean (E-mail)'; 'Sheri Levine-Everett'; 'Steve Zappala (E-mail)'; 'The Honorable Tom Corbett'

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McCarthy, Kevin

From: PLI <admin@info.pli.edu>
Sent: Tuesday, December 19, 2017 1:22 PM
To: Zappala, Stephen
Subject: Privacy & Cybersecurity: Are Your Clients Cyber Secure?

If you are unable to see the message below, click [here](#) to view.



Privacy & Cybersecurity


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Date: January 17


Chair:
Richard Raysman
Holland & Knight LLP

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Chair:

Ian C. Ballon

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SECOND EDITION**

Kristen J. Mathews, Proskauer Rose LLP

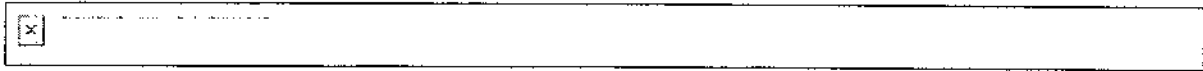
[See more . . .](#)

**CYBERSECURITY:
A PRACTICAL GUIDE TO THE
LAW OF CYBER RISK**

Edward R. McNicholas, Sidley Austin LLP
Vivek K. Mohan, Attorney at Law

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Practising Law Institute
1177 Avenue of the Americas, New York, NY 10036
800.260.4754

McCarthy, Kevin

From: Howard Ash <howardash1@gmail.com>
Sent: Tuesday, December 19, 2017 1:59 PM
To: Gina Pferdehirt
Cc: Sarah McKean (E-mail); Gina Carlos (E-mail); David Swisher; Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sheri Levine-Everett; Zappala, Stephen; The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
Subject: RE: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne has done so much for Animal Friends and the animals. Animal Friends has been so fortunate to have her leadership for so long. I wish her the best in everything she does..

Howard Ash

On Dec 19, 2017 10:10 AM, "Pferdehirt, Gina M" <pferdehirtgm@upmc.edu> wrote:

I will have to third the comments. As I have said publicly, while I have been an Animal Friends supporter on the heels of my mother, it was Joanne that helped to get me engaged. She's a gem!

From: Sarah McKean [mailto:sarahmckean@earthlink.net]
Sent: Tuesday, December 19, 2017 1:05 PM
To: Gina Carlos <ginamcarlos@gmail.com>; David Swisher <dswisher@thinkingoutsidethecage.org>
Cc: Beth Henry <ehenry632@msn.com>; Bob Fragasso (E-mail) <rfragasso@fragassoadvisors.com>; Brooke Anderson <BTAnderson@bdo.com>; Charlotte Stephenson <stephensoncs@verizon.net>; Cindy Russell (E-mail) <cindy.dear@aol.com>; Cris Winter <criswinterdj@aol.com>; Debbie Campbell <DEBBIEDAY@aol.com>; Dorothy Boyer <mr.sweets@comcast.net>; Doug Shriber <dshriber@marburygrp.com>; Pferdehirt, Gina M <pferdehirtgm@upmc.edu>; Howard Ash <howardash1@gmail.com>; Howard Loevner <howieloev@aol.com>; Jeff Dutkovic <JD@americanfastener.com>; John Weinstein <JWeinstein@county.allegheny.pa.us>; Leslie Lafferty <lagclover@hotmail.com>; Marleen Ashton (E-mail) <aon_m@msn.com>; Mary Ann Bogosta <mbogosta@zoominternet.net>; Michelle Bartlett <michelleabartlett@gmail.com>; Monsour, Matthew D. <MMonsour@mcguirewoods.com>; Paul Gitnik <pgitnik@gitnik.com>; Rick Applegate <hgactanol@verizon.net>; Romoff, Stefania <stefaniaromoff@gmail.com>; Sarah McKean (E-mail) <sarahmckean@earthlink.net>; Sheri Levine-Everett <sheribluesky@gmail.com>; Steve Zappala (E-mail) <stephen.zappala@da.allegheny.pa.us>; The Honorable Tom Corbett <tomcorbett46@gmail.com>; Joanne Moore <jmoore@thinkingoutsidethecage.org>; Kathleen Beaver <kbeaver@thinkingoutsidethecage.org>; Tracey Eakin <teakin@thinkingoutsidethecage.org>
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

I second Gina's sentiments and would like to add that Joanne provided incredible leadership for Black Tie and Tails. She will be difficult to replace.

-----Original Message-----

From: Gina Carlos

Sent: Dec 19, 2017 12:54 PM

To: David Swisher

Cc: Beth Henry , "Bob Fragasso (E-mail)" , Brooke Anderson , Charlotte Stephenson , "Cindy Russell (E-mail)" , Cris Winter , Debbie Campbell , Dorothy Boyer , Doug Shriber , Gina Pferdehirt , Howard Ash , Howard Loevner , Jeff Dutkovic , John Weinstein , Leslie Lafferty , "Marleen Ashton (E-mail)" , Mary Ann Bogosta , Michelle Bartlett , "Monsour, Matthew D." , Paul Gitnik , Rick Applegate , "Romoff, Stefania" , "Sarah McKean (E-mail)" , Sheri Levine-Everett , "Steve Zappala (E-mail)" , The Honorable Tom Corbett , Joanne Moore , Kathleen Beaver , Tracey Eakin

Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

David,

Thank you for sharing this news about Joanne Moore. We can all agree that Joanne's contributions to Animal Friends over the past twenty years have been many and it will be difficult to imagine the Outreach and Therapeutic Services Department without her leadership and guidance. Joanne's passion for improving the lives of animals and humans in our community will be sorely missed. I wish Joanne a very happy and long retirement.

Gina

On Tue, Dec 19, 2017 at 11:02 AM, David Swisher <dswisher@thinkingoutsidethecage.org> wrote:

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Personally, I can say without hesitation, Joanne has epitomized all that is good about Animal Friends...she is caring, compassionate, professional and visionary. And as one of my closest confidants and peers, she will be sadly missed.

As with Eula's recent retirement, I have offered Joanne a few options on how Animal Friends would like to celebrate her upcoming retirement. Joanne is giving each option some thought and once confirmed, I will let you know our plans.

In the meantime -- while we plan to tell the staff later this week about Joanne's retirement -- please feel free to contact Joanne directly at 412-847-7030 or via email at JMoore@thinkingoutsidethecage.org to share your appreciation and well wishes.

Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

David

David J. Swisher
President & Chief Executive Officer
Animal Friends, Inc.
562 Camp Home Road
Pittsburgh, PA 15237

(412)-847-7010

(412)-847-7001 (fax)

www.ThinkingOutsideTheCage.org

*** Ninth Consecutive Four Star Rating*

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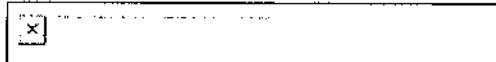
McCarthy, Kevin

From: HR Daily Advisor <HRDailyAdvisor@e.nl.blr-news.com>
Sent: Tuesday, December 19, 2017 2:07 PM
To: Zappala, Stephen
Subject: Your Response Needed

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McCarthy, Kevin

From: SimplyCLE <info@simplycle.com>
Sent: Tuesday, December 19, 2017 3:14 PM
To: Zappala, Stephen
Subject: Upcoming December 30th CLE Seminar - Only 20 Seats Remaining

Simple CLE Solutions for the Modern Attorney.

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McCarthy, Kevin

From: michelleabartlett@gmail.com
Sent: Tuesday, December 19, 2017 3:17 PM
To: 'Sarah McKean'; 'Gina Carlos'; 'David Swisher'
Cc: 'Beth Henry'; 'Bob Fragasso (E-mail)'; 'Brooke Anderson'; 'Charlotte Stephenson'; 'Cindy Russell (E-mail)'; 'Cris Winter'; 'Debbie Campbell'; 'Dorothy Boyer'; 'Doug Shriber'; 'Gina Pferdehirt'; 'Howard Ash'; 'Howard Loevner'; 'Jeff Dutkovic'; 'John Weinstein'; 'Leslie Lafferty'; 'Marleen Ashton (E-mail)'; 'Mary Ann Bogosta'; 'Monsour, Matthew D.'; 'Paul Gitnik'; 'Rick Applegate'; 'Romoff, Stefania'; 'Sheri Levine-Everett'; 'Zappala, Stephen'; 'The Honorable Tom Corbett'; 'Joanne Moore'; 'Kathleen Beaver'; 'Tracey Eakin'
Subject: RE: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne you are truly one in a million and I can't imagine Animal Friends without you. Enjoy your well-deserved retirement with good health and happiness!

Michelle Bartlett
412.680.9662

From: Sarah McKean [mailto:sarahmckean@earthlink.net]
Sent: Tuesday, December 19, 2017 1:05 PM
To: Gina Carlos ; David Swisher
Cc: Beth Henry ; Bob Fragasso (E-mail) ; Brooke Anderson ; Charlotte Stephenson ; Cindy Russell (E-mail) ; Cris Winter ; Debbie Campbell ; Dorothy Boyer ; Doug Shriber ; Gina Pferdehirt ; Howard Ash ; Howard Loevner ; Jeff Dutkovic ; John Weinstein ; Leslie Lafferty ; Marleen Ashton (E-mail) ; Mary Ann Bogosta ; Michelle Bartlett ; Monsour, Matthew D. ; Paul Gitnik ; Rick Applegate ; Romoff, Stefania ; Sarah McKean (E-mail) ; Sheri Levine-Everett ; Steve Zappala (E-mail) ; The Honorable Tom Corbett ; Joanne Moore ; Kathleen Beaver ; Tracey Eakin
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Sent: Dec 19, 2017 12:54 PM
To: David Swisher
Cc: Beth Henry , "Bob Fragasso (E-mail)" , Brooke Anderson , Charlotte Stephenson , "Cindy Russell (E-mail)" , Cris Winter , Debbie Campbell , Dorothy Boyer , Doug Shriber , Gina Pferdehirt , Howard Ash , Howard Loevner , Jeff Dutkovic , John Weinstein , Leslie Lafferty , "Marleen Ashton (E-mail)" , Mary Ann Bogosta , Michelle Bartlett , "Monsour, Matthew D." , Paul Gitnik , Rick Applegate , "Romoff, Stefania" , "Sarah McKean (E-mail)" , Sheri Levine-Everett , "Steve Zappala (E-mail)" , The Honorable Tom Corbett , Joanne Moore , Kathleen Beaver , Tracey Eakin
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Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

David

David J. Swisher

President & Chief Executive Officer

Animal Friends, Inc.

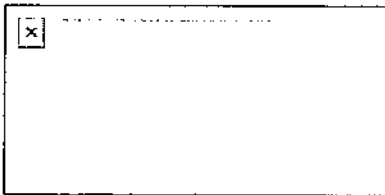
562 Camp Horne Road

Pittsburgh, PA 15237

(412)-847-7010

(412)-847-7001 (fax)

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***** Ninth Consecutive Four Star Rating***

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|

McCarthy, Kevin

From: howieloev@aol.com
Sent: Tuesday, December 19, 2017 4:50 PM
To: dswisher@thinkingoutsidethecage.org;ehenry632@msn.com;rfragasso@fragassoadvisors.com;BTAnderson@BDO.com;stephensoncs@verizon.net;cindy.dear@aol.com;criswinterdj@aol.com;DEBBIEDAY@aol.com;mr.sweets@comcast.net;dshriber@marburygrp.com;ginamcarlos@gmail.com;pferdehirtgm@upmc.edu;howardash1@gmail.com;JD@americanfastener.com;JWeinstein@county.alleggheny.pa.us;lagclover@hotmail.com;aon_m@msn.com;mbogosta@zoominternet.net;michelleabartlett@gmail.com;MMonsour@mcguirewoods.com;pgitnik@gitnik.com;hgaetanol@verizon.net;stefaniaromoff@gmail.com;sarahmckean@earthlink.net;sheribluesky@gmail.com;Zappala, Stephen;tomcorbett46@gmail.com
Cc: jmoore@thinkingoutsidethecage.org;kbeaver@thinkingoutsidethecage.org;teakin@thinkingoutsidethecage.org
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne, you are the "best of the best" and embody everything that AF's cares so deeply about. Not only have you touched thousands of animal lives, but human lives too.

For that, we are all eternally grateful.

Wishing you much happiness as you embrace the next chapter of your life!

I know both Rosemary and I will miss you tons.

XOXO

Howard

In a message dated 12/19/2017 11:10:20 AM Eastern Standard Time, dswisher@thinkingoutsidethecage.org writes:

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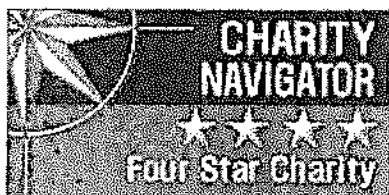
All the best.

David

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President & Chief Executive Officer
Animal Friends, Inc.
562 Camp Horne Road
Pittsburgh, PA 15237

(412)-847-7010
(412)-847-7001 (fax)

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McCarthy, Kevin

From: Danielle Brunner <dbrunner@thinkingoutsidethecage.org>
Sent: Tuesday, December 19, 2017 5:26 PM
To: Zappala, Stephen
Subject: AF: Urgent Gift Wrappers Needed



Greetings!

It is the final stretch of our holiday gift wrapping fundraiser, benefitting the cats, rabbits and dogs here at Animal Friends.

We are in **VERY URGENT need** to fill the remaining shifts this week. Don't forget, that for every shift you sign up for, you will be entered to **win gift cards for Target, Starbucks and more!**

You do not need to be an expert wrapper! Most people are so relieved that someone else is there to wrap the gifts that they pay no mind to how well you perform.

The following dates and times need to be filled:

Wednesday, 12/20

4-6 p.m.

Friday, 12/22

3-5 p.m.

Saturday, 12/23

9 a.m. – 12 p.m.

12-3 p.m.

3-5 p.m.

5-7 p.m.

7-9 p.m.

Please sign up on VicNet or contact Danielle Brunner at dbrunner@thinkingoutsidethecage.org. Thank you for your help this holiday season!

Danielle Brunner | Third Party & Community Events Coordinator
Animal Friends
562 Camp Horne Rd.
Pittsburgh, PA 15237

412.847.7073

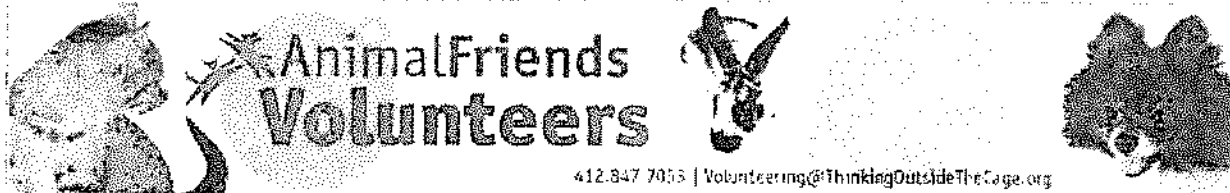
ThinkingOutsideTheCage.org

As Pittsburgh's community animal resource center, we need your support for our animals and the programs that serve Southwestern Pennsylvania. To volunteer at Animal Friends, please visit our website at: www.ThinkingOutsideTheCage.org

Click on the link below to change your message preferences for communications from Animal Friends. Please note that we only send messages when necessary, so opting out of our mailings could cause you to miss important information.
<https://www.volgistics.com/ex/syst.dll?ACT=30&KEY=20643&PW=3239790&PN=846969>

McCarthy, Kevin

From: Volunteer Coordinator <volunteering@thinkingoutsidethecage.org>
Sent: Tuesday, December 19, 2017 6:04 PM
To: Zappala, Stephen
Subject: AF: Cookies needed for New Year's Rescue



Greetings!

Our New Year's Rescue is coming up on Friday, December 29th from 11am to 2pm.

During this time we would like to have cookies available for staff and volunteers helping at the event. If you are able to bake some extra Christmas cookies, please drop them off before 11am on Friday the 29th.

Thank you so much!

Melinda Lammert
Volunteer Coordinator
Animal Friends
562 Camp Horne Rd
Pittsburgh, PA 15237
Phone: 412.847.7053
volunteering@thinkingoutsidethecage.org

As Pittsburgh's community animal resource center, we need your support for our animals and the programs that serve Southwestern Pennsylvania. To volunteer at Animal Friends, please visit our website at: www.ThinkingOutsideTheCage.org

Click on the link below to change your message preferences for communications from Animal Friends. Please note that we only send messages when necessary, so opting out of our mailings could cause you to miss important information.
<https://www.volgistics.com/ex/syst.dll?ACT=30&KEY=20643&PW=3239790&PN=846969>

McCarthy, Kevin

From: Animal Friends <Speak@ThinkingOutsideTheCage.org>
Sent: Tuesday, December 19, 2017 8:06 PM
To: Zappala, Stephen
Subject: Breathing Easier



When Pebbles arrived at Animal Friends she was incredibly underweight and in dire need of medical attention.

An adult English Lop should weigh 14-15 pounds, but Pebbles was just 9 pounds. To help her regain her body mass, we provided her with a specialized diet and began closely monitoring her weight.

But, when we saw that Pebbles didn't have an appetite, we grew even more concerned.

A closer look by our Medical team revealed that the young rabbit had pneumonia, and the scarring on her lungs told us she had been suffering for a while. During the coming months, Pebbles received treatment for her pneumonia and began to breathe easier and put on weight.

By the time she was adopted, Pebbles was well on her way to recovery. But there are more animals just like her who need you now.

Donate generously ... and you can ensure they're rescued for the holidays.

Mailing Address:
Animal Friends
562 Camp Horne Rd
Pittsburgh, PA 15237
US

Contact Name: Animal Friends
Telephone Number: 412.847.7000

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McCarthy, Kevin

From: M ASHTON <aon_m@msn.com>
Sent: Wednesday, December 20, 2017 12:36 AM
To: Howard Ash; Gina Pferdehirt
Cc: Sarah McKean (E-mail); Gina Carlos (E-mail); David Swisher; Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sheri Levine-Everett; Zappala, Stephen; The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne, you are a legend in your own time and will always be a legend with Animal Friends. You and I go back to the time you started your association with Animal Friends. It seems like just yesterday but when I look at your amazing accomplishments and leadership for the organization, I can only realize this took a big part of your life to accomplish. You will be missed tremendously. Your style of articulating a message before the many supporters, etc., and the enthusiasm you were always able to bring to the audience, cannot be duplicated. Legends are one of a kind. Enjoy your life ahead and remember, the Greenbrier Resort awaits your presence. Thank you. Marleen

From: Howard Ash
Sent: Tuesday, December 19, 2017 1:58 PM
To: Gina Pferdehirt
Cc: Sarah McKean (E-mail); Gina Carlos (E-mail); David Swisher; Beth Henry; Bob Fragasso (E-mail); Brooke Anderson; Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sheri Levine-Everett; Steve Zappala (E-mail); The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin
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To: Gina Carlos <ginamcarlos@gmail.com>; David Swisher <dswisher@thinkingoutsidethecage.org>
Cc: Beth Henry <ehenry632@msn.com>; Bob Fragasso (E-mail) <rfragasso@fragassoadvisors.com>; Brooke Anderson <BTAnderson@bdo.com>; Charlotte Stephenson <stephensoncs@verizon.net>; Cindy Russell (E-mail) <cindy.dear@aol.com>; Cris Winter <criswinterdj@aol.com>; Debbie Campbell <DEBBIEDAY@aol.com>; Dorothy Boyer <mr.sweets@comcast.net>; Doug Shriber <dshriber@marburygrp.com>; Pferdehirt, Gina M

<pferdehirtgm@upmc.edu>; Howard Ash <howardash1@gmail.com>; Howard Loevner <howieloev@aol.com>; Jeff Dutkovic <JD@americanfastener.com>; John Weinstein <JWeinstein@county.allegheny.pa.us>; Leslie Lafferty <lagclover@hotmail.com>; Marleen Ashton (E-mail) <aon_m@msn.com>; Mary Ann Bogosta <mbogosta@zoominternet.net>; Michelle Bartlett <michelleabartlett@gmail.com>; Monsour, Matthew D. <MMonsour@mcguirewoods.com>; Paul Gitnik <pgitnik@gitnik.com>; Rick Applegate <hgaetanol@verizon.net>; Romoff, Stefania <stefaniaromoff@gmail.com>; Sarah McKean (E-mail) <sarahmckean@earthlink.net>; Sheri Levine-Everett <sheribluesky@gmail.com>; Steve Zappala (E-mail) <stephen.zappala@da.allegheny.pa.us>; The Honorable Tom Corbett <tomcorbett46@gmail.com>; Joanne Moore <jmoore@thinkingoutsidethecage.org>; Kathleen Beaver <kbeaver@thinkingoutsidethecage.org>; Tracey Eakin <teakin@thinkingoutsidethecage.org>
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

I second Gina's sentiments and would like to add that Joanne provided incredible leadership for Black Tie and Tails. She will be difficult to replace.

-----Original Message-----

From: Gina Carlos

Sent: Dec 19, 2017 12:54 PM

To: David Swisher

Cc: Beth Henry, "Bob Fragasso (E-mail)", Brooke Anderson, Charlotte Stephenson, "Cindy Russell (E-mail)", Cris Winter, Debbie Campbell, Dorothy Boyer, Doug Shriber, Gina Pferdehirt, Howard Ash, Howard Loevner, Jeff Dutkovic, John Weinstein, Leslie Lafferty, "Marleen Ashton (E-mail)", Mary Ann Bogosta, Michelle Bartlett, "Monsour, Matthew D.", Paul Gitnik, Rick Applegate, "Romoff, Stefania", "Sarah McKean (E-mail)", Sheri Levine-Everett, "Steve Zappala (E-mail)", The Honorable Tom Corbett, Joanne Moore, Kathleen Beaver, Tracey Eakin

Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement - - Joanne Moore...

David,

Thank you for sharing this news about Joanne Moore. We can all agree that Joanne's contributions to Animal Friends over the past twenty years have been many and it will be difficult to imagine the Outreach and Therapeutic Services Department without her leadership and guidance. Joanne's passion for improving the lives of animals and humans in our community will be sorely missed. I wish Joanne a very happy and long retirement.

Gina

On Tue, Dec 19, 2017 at 11:02 AM, David Swisher <dswisher@thinkingoutsidethecage.org> wrote:

All,

It is with heartfelt sadness that I announce the upcoming retirement of long-time Animal Friends employee and Chief Programs Officer, Joanne Moore. After much thought and consideration, Joanne offered her formal retirement letter to me two weeks ago with an effective date of January 26, 2018. As you know, Joanne has faithfully served Animal Friends for over 20 years in many different capacities from Volunteer Coordinator, to Director of Outreach & Therapeutic Programming, and to her current role as Chief Programs Officer.

During that time, Joanne has assisted in creating the vision and mission of the organization as we know it today -- from a small *animal-focused* shelter in the Strip District, to a premier companion animal resource campus -- focusing on programming to support both *people and pets* throughout Southwestern PA.

Personally, I can say without hesitation, Joanne has epitomized all that is good about Animal Friends...she is caring, compassionate, professional and visionary. And as one of my closest confidants and peers, she will be sadly missed.

As with Eula's recent retirement, I have offered Joanne a few options on how Animal Friends would like to celebrate her upcoming retirement. Joanne is giving each option some thought and once confirmed, I will let you know our plans.

In the meantime -- while we plan to tell the staff later this week about Joanne's retirement -- please feel free to contact Joanne directly at 412-847-7030 or via email at JMoore@thinkingoutsidethecage.org to share your appreciation and well wishes.

Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

David

David J. Swisher

President & Chief Executive Officer

Animal Friends, Inc.

562 Camp Horne Road

Pittsburgh, PA 15237

(412)-847-7010

(412)-847-7001 (fax)

www.ThinkingOutsideTheCage.org

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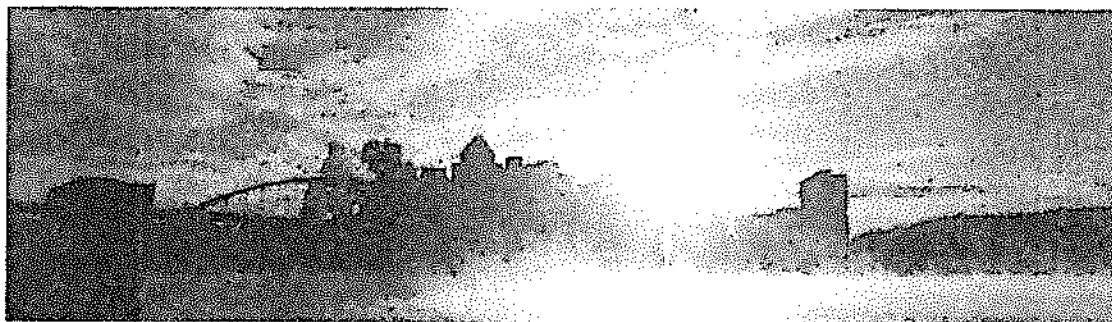
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McCarthy, Kevin

From: PGHTRIB <pghtrib@triblive.com>
Sent: Wednesday, December 20, 2017 4:02 AM
To: Zappala, Stephen
Subject: Good morning Pittsburgh! Start your day with PGHTRIB.

TRIB TOTAL
MEDIA



Good Morning Pittsburgh!

PGHTRIB is your daily look at what's happening in Allegheny County and beyond. PGHTRIB covers the top news stories of the day along with special, exclusive stories about the people and places that make our city great.

PGHTRIB

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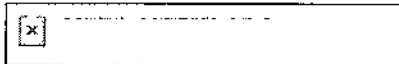
McCarthy, Kevin

From: HR Daily Advisor <HRDailyAdvisor@e.nl.blr-news.com>
Sent: Wednesday, December 20, 2017 8:04 AM
To: Zappala, Stephen
Subject: Future Ready HR Strategies

If you are unable to see the message below, [click here to view](#).



Future Ready HR: Strategies for Positive Workplace Culture



HR departments today have access to more information than ever before, but having the data isn't enough. Many organizations are drowning in a sea of unorganized information, unable to leverage its full potential. If you can't manipulate that data in real time, you will find it difficult to comply with increasingly complex and changing workplace regulations.

Accurate and immediate access to "people data" help organizations move closer to a "data-driven HR function." Read this to learn how to better navigate a new world of regulatory uncertainty and free up time for strategic advocacy on behalf of your workforce.



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From: Webcompliancepanel <noreply@resources.webcompliancepanel.com>
Sent: Wednesday, December 20, 2017 8:20 AM
To: Zappala, Stephen
Subject: How to Diligently Classify Employees as Exempt and Nonexempt

Status Classification: Exempt vs. Nonexempt - How to Find and Fix Misclassification Mistakes



LIVE WEBINAR

Date: Thursday, 18 January 2018

Time: 11:30 AM PST | 02:30 PM EST

Call 510-857-5896
38780 Tyson Lane Suite 210 Fremont, CA-94536

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December 24, 2017 midnight. Call 510-857-5896 to know more.



It is critical that a business understand the meaning, under the law, of an exempt employee. Improperly classifying employees as exempt when they should have been nonexempt can result in significant financial harm to a company, sometimes leading to bankruptcy. Many thousands of DOL complaints and thousands of lawsuits asserting violations of the Fair Labor Standards Act or parallel state laws are filed each year, and the costs of defending these claims, whether through trial or settlement, are staggering. The cases frequently involve individual and class action claims that employers have misclassified employees to cheat them out of their rightful pay. In order to avoid legal exposure that comes with misclassifying an employee, or group of employees, employers should be familiar with the limits of each category of workers as defined in either the state or federal rules. This webinar will focus on updated classification rules for employees under both federal and state laws.

Melvin K. Patterson

Mr. Patterson is an attorney licensed to practice before all state and federal courts in California. He is a member of the Labor & Employment Section of the California State Bar. He has been admitted to the United States District Court for the Northern District of California as well as the United States Ninth Circuit Court of Appeal. Mr. Patterson is experienced in Labor and Employment litigation and transactional matters in the U.S., Asia and the U.K.

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Key Learning Objectives

- FLSA guidelines for classification of hourly workers
- Identifying exempt versus non-exempt employees under the Fair Labor Standards Act
- Determining who is exempt and who is non-exempt in your workforce
- Understanding the definitions under both state and federal law of the exempt and non-exempt classifications
- Structuring jobs to avoid confusion between the various classifications

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- Consequences of misclassifications
- In-depth review of changes that would have taken effect under the Final Rule on Overtime to FLSA
- Understanding the requirements for different exemption classifications and how to meet them
- Meeting the test to satisfy each class of exemption

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From: Webcompliancepanel <noreply@resources.webcompliancepanel.com>
Sent: Wednesday, December 20, 2017 8:25 AM
To: Zappala, Stephen
Subject: Perfect Performance Management Tools for Employee Motivation

Performance Management: An Opportunity to Motivate Employees & for the Success of an Organization



LIVE WEBINAR

Date: Tuesday, 16 January 2018

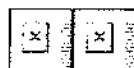
Time: 10:00 AM PST | 01:00 PM EST

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One of the most critical areas of employee relationships and one of the biggest challenges management faces today is conducting effective performance appraisals and determining appropriate merit increases. When conducted properly, performance reviews can be constructive, strengthen the organization, and add value to the organization and the employee. Would you like to conduct more effective performance reviews? Would you like to know how to give people "bad news" in a way which will not hurt but in fact improve your working relationships? Join this one hour webinar by Diane L. Dee. The key areas covered by the speaker includes: Common elements of performance appraisals, traditional vs. emerging approaches to performance appraisals, performance feedback and conversations, qualitative feedback, performance Improvement Plans, rating errors, and more.



Diane L. Dee

Diane, President of Advantage HR Consulting, has over 25 years of experience in the Human Resources arena. Diane holds a Master Certificate in Human Resources from Cornell University's School of Industrial and Labor Relations and has attained SPHR, SHRM-SCP, SHRBP and HRPM® certification.

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Key Learning Objectives

- Learn the varied approaches to performance appraisals
- Setting SMART goals
- Importance of ongoing feedback
- Providing qualitative feedback
- The importance of documentation
- Designing and implementing a performance appraisal process
- Steps to conducting effective performance appraisal meetings
- Become familiar with rating errors

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Creating a High Performance, Functional and Cohesive Team: Overcoming the Five Dysfunctions of a Team

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From: Webcompliancepanel <noreply@resources.webcompliancepanel.com>
Sent: Wednesday, December 20, 2017 8:30 AM
To: Zappala, Stephen
Subject: Strategies for Emotional Intelligence and Self Management

Understanding Emotional Intelligence: Build Self - Awareness & Effective Relationships



LIVE WEBINAR

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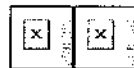


Have you ever looked around your office and wondered why some people just seem to have the right response for the right situation? People who seem to handle stress with ease, while also showing sensitivity to the emotions of others? Developing self-awareness promotes increased productivity and higher job satisfaction. Changing yourself can also change your perceptions of others leading to improved communication, increased empathy and better interpersonal rapport and relationships. We constantly need to recognize, manage and adjust our own emotions and how we relate with our co-workers to maximize productivity, build relationships and diffuse problems. This course will outline the reasons why leaders need to understand how they can use their Emotional Intelligence on a day-to-day basis. The 90 minutes webinar also outlines how we can be more aware of our feelings and needs, learn ways to develop our own self-awareness, ways to build more effective relationships with others and why this all matters so much.

Key Learning Objectives

- Be more aware of your own feelings and needs
- Learn ways to develop your own self-awareness
- Learn ways to build effective relationships with others
- Understand why this matters so much

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Kelly A. Mannel

President, CEO ImagePartners, Inc.

Kelly Mannel has a proven track record in developing exceptional organizations, leaders and talent. Her approach inspires people to open their minds to greater possibilities for themselves and their businesses. She employs leading research on the emerging role of Civility and Emotional Intelligence (EI) in the workplace and holds numerous certifications.

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From: Webcompliancepanel <noreply@resources.webcompliancepanel.com>
Sent: Wednesday, December 20, 2017 8:34 AM
To: Zappala, Stephen
Subject: How to Determine Efficiency of your Internal Audit Function

How to Assess the Effectiveness of Your Institution's Internal Audit Function



LIVE WEBINAR

Date: Thursday, 18 January 2018

Time: 10:00 AM PST | 01:00 PM EST

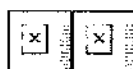
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Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. With the current release of the OCC's Internal and External Audits Handbook, it has become even more critical for each institution to ensure that internal audit is truly serving as the third line of defense for risk management. That's why institutions must be prepared for an examination of their internal audit function. Conducting a self-assessment of internal audit is an excellent way to evaluate internal audit's effectiveness and to prepare for a regulatory examination. During this important webinar, our expert, Gary Deutsch, will discuss how to approach conducting a self-assessment of the effectiveness of your institution's internal audit function.



Gary Deutsch

Mr. Deutsch is a licensed CPA in Maryland and has a B.A. in accounting and an MBA in finance from Loyola University Maryland. He has also achieved the Certified Management Accountant, Certified Internal Auditor and Certified Bank Auditor designations. Mr. Deutsch is the founder and president of BRT Publications LLC.

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Key Learning Objectives

- Policies and processes
- Staffing resources and qualifications
- Risk and control assessments
- Annual audit plans, schedules, and budgets
- Frequency of audits and audit cycles
- Individual audit work programs and audit reports
- Quality assurance and improvement activities
- Follow-up activities
- Reports submitted to the audit committee

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Similar On-Demand Webinar

Creating Risk and Control Matrices (RCM) that are Effective for Compliance, Internal Audit and SOX404 Assessments

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McCarthy, Kevin

From: David Swisher <dswisher@thinkingoutsidethecage.org>
Sent: Wednesday, December 20, 2017 10:22 AM
To: 'Beth Henry'; 'Bob Fragasso (E-mail)'; BTAnderson@BDO.com; 'Charlotte Stephenson'; 'Cindy Russell (E-mail)'; 'Cris Winter'; DEBBIEDAY@aol.com; 'Dorothy Boyer'; 'Doug Shriber'; 'Gina Carlos (E-mail)'; 'Gina Pferdehirt'; 'Howard Ash'; 'Howard Loevner'; 'Jeff Dutkovic'; 'John Weinstein'; 'Leslie Lafferty'; 'Marleen Ashton (E-mail)'; 'Mary Ann Bogosta'; 'Michelle Bartlett'; 'Monsour, Matthew D.'; 'Paul Gitnik'; 'Rick Applegate'; 'Romoff, Stefania'; 'Sarah McKean (E-mail)'; 'Sheri Levine-Everett'; 'Zappala, Stephen'; 'The Honorable Tom Corbett'
Subject: AF Operations -- New Year's Rescue -- Friday, December 29, 2017 -- 11:00 am - 2:00 pm -- You're Invited...

As a reminder...



Friday, Dec. 29 | 11 a.m.-2 p.m. | Light Refreshments

On the morning of Dec. 29, we will travel to our dedicated partner shelters and animal control facilities in our region to bring back homeless dogs, cats and rabbits. Once they come through our doors, they'll be given the gift of a second chance to find a loving home.

As a valued supporter, we want you to be here to welcome these deserving pets to their new beginning.

You will have the opportunity to meet the animals brought in through the rescue – and even name* one!

If you'd like to attend, [click here](#) to RSVP.

[Click here](#) if you are unable to attend but would like to support our rescue.

**Learn more details at the event.*

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Pittsburgh, PA 15237
US

Contact Name: Animal Friends
Telephone Number: 412.847.7000

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McCarthy, Kevin

From: hgaetanol <hgaetanol@verizon.net>
Sent: Wednesday, December 20, 2017 11:09 AM
To: M ASHTON;Howard Ash;Gina Pferdehirt
Cc: Sarah McKean (E-mail);Gina Carlos (E-mail);David Swisher;Beth Henry;Bob Fragasso (E-mail);Brooke Anderson;Charlotte Stephenson;Cindy Russell (E-mail);Cris Winter;Debbie Campbell;Dorothy Boyer;Doug Shriber;Howard Loevner;Jeff Dutkovic;John Weinstein;Leslie Lafferty;Mary Ann Bogosta;Michelle Bartlett;Monsour,Matthew D.;Paul Gitnik;Romoff,Stefania;Sheri Levine-Everett;Zappala, Stephen;The Honorable Tom Corbett;Joanne Moore;Kathleen Beaver;Tracey Eakin
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne: Please enjoy your well deserved retirement with the knowledge you have made a difference in the lives of many animals and people. That will continue at Animal Friends as your legacy of leadership. Thank you for all you have done to show us the way. Rick Applegate

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: M ASHTON
Date: 12/20/17 12:36 AM (GMT-05:00)
To: Howard Ash , Gina Pferdehirt
Cc: "Sarah McKean (E-mail)" , "Gina Carlos (E-mail)" , David Swisher , Beth Henry , "Bob Fragasso (E-mail)" , Brooke Anderson , Charlotte Stephenson , "Cindy Russell (E-mail)" , Cris Winter , Debbie Campbell , Dorothy Boyer , Doug Shriber , Howard Loevner , Jeff Dutkovic , John Weinstein , Leslie Lafferty , Mary Ann Bogosta , Michelle Bartlett , "Monsour,Matthew D." , Paul Gitnik , Rick Applegate , "Romoff,Stefania" , Sheri Levine-Everett , "Steve Zappala (E-mail)" , The Honorable Tom Corbett , Joanne Moore , Kathleen Beaver , Tracey Eakin
Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

Joanne, you are a legend in your own time and will always be a legend with Animal Friends. You and I go back to the time you started your association with Animal Friends. It seems like just yesterday but when I look at your amazing accomplishments and leadership for the organization, I can only realize this took a big part of your life to accomplish. You will be missed tremendously. Your style of articulating a message before the many supporters, etc., and the enthusiasm you were always able to bring to the audience, cannot be duplicated. Legends are one of a kind. Enjoy your life ahead and remember, the Greenbrier Resort awaits your presence. Thank you. Marleen

From: Howard Ash
Sent: Tuesday, December 19, 2017 1:58 PM
To: Gina Pferdehirt
Cc: Sarah McKean (E-mail); Gina Carlos (E-mail); David Swisher; Beth Henry; Bob Fragasso (E-mail); Brooke Anderson;

Charlotte Stephenson; Cindy Russell (E-mail); Cris Winter; Debbie Campbell; Dorothy Boyer; Doug Shriber; Howard Loevner; Jeff Dutkovic; John Weinstein; Leslie Lafferty; Marleen Ashton (E-mail); Mary Ann Bogosta; Michelle Bartlett; Monsour, Matthew D.; Paul Gitnik; Rick Applegate; Romoff, Stefania; Sheri Levine-Everett; Steve Zappala (E-mail); The Honorable Tom Corbett; Joanne Moore; Kathleen Beaver; Tracey Eakin

Subject: RE: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...
Joanne has done so much for Animal Friends and the animals. Animal Friends has been so fortunate to have her leadership for so long. I wish her the best in everything she does..

Howard Ash

On Dec 19, 2017 10:10 AM, "Pferdehirt, Gina M" <pferdehirtgm@upmc.edu> wrote:

I will have to third the comments. As I have said publicly, while I have been an Animal Friends supporter on the heels of my mother, it was Joanne that helped to get me engaged. She's a gem!

From: Sarah McKean [<mailto:sarahmckean@earthlink.net>]

Sent: Tuesday, December 19, 2017 1:05 PM

To: Gina Carlos <ginamcarlos@gmail.com>; David Swisher <dswisher@thinkingoutsidethecage.org>

Cc: Beth Henry <ehenry632@msn.com>; Bob Fragasso (E-mail) <rfragasso@fragassoadvisors.com>; Brooke Anderson <BTAnderson@bdo.com>; Charlotte Stephenson <stephensoncs@verizon.net>; Cindy Russell (E-mail) <cindy.dear@aol.com>; Cris Winter <criswinterdj@aol.com>; Debbie Campbell <DEBBIEDAY@aol.com>; Dorothy Boyer <mr.sweets@comcast.net>; Doug Shriber <dshriber@marburygrp.com>; Pferdehirt, Gina M <pferdehirtgm@upmc.edu>; Howard Ash <howardash1@gmail.com>; Howard Loevner <howieloev@aol.com>; Jeff Dutkovic <JD@americanfastener.com>; John Weinstein <JWeinstein@county.alleggheny.pa.us>; Leslie Lafferty <lagclover@hotmail.com>; Marleen Ashton (E-mail) <aon_m@msn.com>; Mary Ann Bogosta <mbogosta@zoominternet.net>; Michelle Bartlett <michelleabartlett@gmail.com>; Monsour, Matthew D. <MMonsour@mcguirewoods.com>; Paul Gitnik <pgitnik@gitnik.com>; Rick Applegate <hgaetanol@verizon.net>; Romoff, Stefania <stefaniaromoff@gmail.com>; Sarah McKean (E-mail) <sarahmckean@earthlink.net>; Sheri Levine-Everett <sheribluesky@gmail.com>; Steve Zappala (E-mail) <stephen.zappala@da.alleggheny.pa.us>; The Honorable Tom Corbett <tomcorbett46@gmail.com>; Joanne Moore <jmoore@thinkingoutsidethecage.org>; Kathleen Beaver <kbeaver@thinkingoutsidethecage.org>; Tracey Eakin <teakin@thinkingoutsidethecage.org>

Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -- Joanne Moore...

I second Gina's sentiments and would like to add that Joanne provided incredible leadership for Black Tie and Tails. She will be difficult to replace.

-----Original Message-----

From: Gina Carlos

Sent: Dec 19, 2017 12:54 PM

To: David Swisher

Cc: Beth Henry, "Bob Fragasso (E-mail)", Brooke Anderson, Charlotte Stephenson, "Cindy Russell (E-mail)", Cris Winter, Debbie Campbell, Dorothy Boyer, Doug Shriber, Gina Pferdehirt, Howard Ash, Howard Loevner, Jeff Dutkovic, John Weinstein, Leslie Lafferty, "Marleen Ashton (E-mail)", Mary Ann Bogosta, Michelle Bartlett, "Monsour, Matthew D.", Paul Gitnik, Rick Applegate, "Romoff, Stefania", "Sarah McKean (E-mail)", Sheri Levine-Everett, "Steve Zappala (E-mail)", The Honorable Tom Corbett, Joanne Moore, Kathleen Beaver, Tracey Eakin

Subject: Re: AF Executive -- Human Resources -- Chief Programs Officer -- Retirement Announcement -
- Joanne Moore...

David,

Thank you for sharing this news about Joanne Moore. We can all agree that Joanne's contributions to Animal Friends over the past twenty years have been many and it will be difficult to imagine the Outreach and Therapeutic Services Department without her leadership and guidance. Joanne's passion for improving the lives of animals and humans in our community will be sorely missed. I wish Joanne a very happy and long retirement.

Gina

On Tue, Dec 19, 2017 at 11:02 AM, David Swisher <dswisher@thinkingoutsidethecage.org> wrote:

All,

It is with heartfelt sadness that I announce the upcoming retirement of long-time Animal Friends employee and Chief Programs Officer, Joanne Moore. After much thought and consideration, Joanne offered her formal retirement letter to me two weeks ago with an effective date of January 26, 2018.

As you know, Joanne has faithfully served Animal Friends for over 20 years in many different capacities from Volunteer Coordinator, to Director of Outreach & Therapeutic Programming, and to her current role as Chief Programs Officer.

During that time, Joanne has assisted in creating the vision and mission of the organization as we know it today -- from a small *animal-focused* shelter in the Strip District, to a premier companion animal resource campus -- focusing on programming to support both *people and pets* throughout Southwestern PA.

Personally, I can say without hesitation, Joanne has epitomized all that is good about Animal Friends...she is caring, compassionate, professional and visionary. And as one of my closest confidants and peers, she will be sadly missed.

As with Eula's recent retirement, I have offered Joanne a few options on how Animal Friends would like to celebrate her upcoming retirement. Joanne is giving each option some thought and once confirmed, I will let you know our plans.

In the meantime -- while we plan to tell the staff later this week about Joanne's retirement -- please feel free to contact Joanne directly at 412-847-7030 or via email at JMoore@thinkingoutsidethecage.org to share your appreciation and well wishes.

Lastly, based on Joanne's retirement news, I've been reviewing the current organizational structure for Operations and will announce a new structure in early 2018.

All the best.

David

David J. Swisher
President & Chief Executive Officer
Animal Friends, Inc.
562 Camp Horne Road
Pittsburgh, PA 15237

(412)-847-7010
(412)-847-7001 (fax)

www.ThinkingOutsideTheCage.org

***** Ninth Consecutive Four Star Rating***

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McCarthy, Kevin

From: Jhon Rios <jrios@contractlogix.com>
Sent: Wednesday, December 20, 2017 11:26 AM
To: Zappala, Stephen
Subject: The Risks of Using Excel for Contract Management

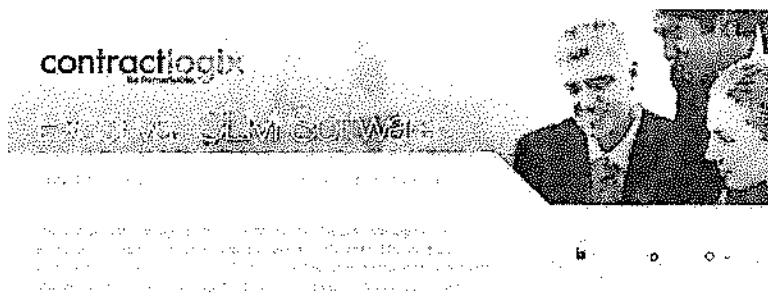


Are you still using Microsoft Excel to track your contracts?

Dear Stephen,

Excel is a robust program that is useful for many business functions. But do you know the risks of using spreadsheets to track your contracts?

[Download this complimentary fact-sheet](#) that breaks out the specific risks and details how a purpose-built contract management solution can help you take control of your contracts, eliminate the associated risks, and drive increased revenue and reduced costs.



Need more information?

Please feel free to contact me directly!

Thanks, and Best Regards,

Jhon Rios
Business Development

Contract Logix, LLC
jrios@contractlogix.com
866.371.4445 x101

Contract Logix, LLC. - 55 Technology Drive, Lowell, MA 01851
[Contact Us](#)

This email was sent to szappala@da.allegheny.pa.us. If you no longer wish to receive these emails you may [unsubscribe](#) at any time.

From: CLE Director, Rossdale CLE <Notifications@TheRossdaleGroup.com>
Sent: Wednesday, December 20, 2017 11:28 AM
To: Zappala, Stephen
Subject: Mastering Landlord/Tenant & Condo Association Law CLE - Final Chance for \$50 Discount

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Mastering Landlord/Tenant & Condo Association Law CLE

Tuesday, Dec. 26, Noon - 1:30 PM
90-Minute Telephonic Seminar

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Registered attendees will automatically be e-mailed a complimentary recording and Podcast of the full-length seminar two days after the teleconference and receive FULL CLE & MCLE CREDIT (where available) if they cannot attend the teleconference.

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Growing economic conditions have made landlord/tenant and community association litigation and transactions one of the strongest practice areas today. Renters, tenants, and landlords alike have been affected in unprecedented ways by over the last several years. In addition, court decisions and regulations governing this practice have shifted – requiring attorneys to master the latest law and winning techniques in landlord/tenant & condo law. The Rossdale faculty for this convenient telephonic seminar includes several leading authorities, who will describe winning at rent recovery, possession of the premise, handling nonpayment of rent, holdovers, evictions, commercial landlord/tenant litigation, the impact of Americans with Disabilities Act, and effectively utilizing lease provisions. Our nationally recognized speakers will also cover community association meetings and hearings, document enforcement, tenant screening, and best practices on representing homeowners. Registration includes course and reference materials that serve as a helpful guide to the numerous topics and techniques discussed in the teleconference. Register today to attend this seminar on Mastering Landlord, Tenant, & Condo Law.

Key Agenda Points [View Complete Agenda](#)

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- Best Practices on Beating Landlords in Proceedings for Nonpayment
- Representing Tenants in Actions for Real Property Recovery
- Predicate Notice, Notice to Cure, & Notice to Terminate
- Regulations Governing Association Meetings
- Document Enforcement & Legal Disclosure Requirements
- Disputes between Association Members, Boards, Neighbors, & Residents
- Mastering Eviction & Commercial Landlord/Tenant
- Winning at Lawsuits Brought for Recovery of Possession of Real Property
- Effectively Utilizing Commercial Real Estate Leases
- Interactive Question & Answer Session

Faculty Detailed Faculty Information

- **Howard Beck**, Shareholder at Beck, Payne, Frank & Piper, P.C.
- **Michelle Maratto Itkowitz**, National Authority on Landlord & Tenant Law

Credit Detailed CLE Credit Information

- **CLE ACCREDITATION: Rossdale CLE is a national leader in attorney education and has trained thousands of attorneys, paralegals, and other legal professionals. CLE & MCLE credit, including ethics credit, is available in states and jurisdictions across the country. Visit the seminar webpage to learn more about CLE & MCLE credit for the program.**

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If you no longer wish to receive future e-mails about Continuing Legal Education Seminars [click here](#)



McCarthy, Kevin

From: Wan Wes <wanwes412@gmail.com>
Sent: Wednesday, December 20, 2017 11:36 AM
To: Zappala, Stephen
Cc: WAN WES
Subject: Shoes for Imani Christian Academy Boys Basketball Team

Good afternoon,

I am reaching out to you to see if you were still interested in getting our Boys basketball team some team shoes? You passed your card to my Assistant coach at the Plum tournament and this is a follow-up from the call I put in to your office last week. We surely could use this generous offer to help us look and feel like a team. Either way, If you could get back to me I would appreciate it. My number is 412-583-0376, Head Coach of Imani Boys Varsity Basketball Team and also our Boys Middle school program.

Coach Wan

--

WAN WES

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Coach Wan

--

WAN WES

From: PLI <admin@info.pli.edu>
Sent: Wednesday, December 20, 2017 12:32 PM
To: Zappala, Stephen
Subject: Become the negotiations expert in your office!

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- Organizing a strategy before, during and after a negotiation
- Identifying the three types of negotiations and when to use each
- Creating and using currencies during a negotiation
- Bargaining and offering concessions effectively
- Preparing tactics and avoiding ploys during a negotiation
- Considering alternative dispute resolutions and alternatives to trial

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"Great program! Would do it again."

– Alison Mollman, Civil Rights and Criminal Defense Attorney

"Thank you for sharing your knowledge with us! This is helpful to become better advocates for our clients."

— Tanhya Cardenas-Mares, Legal Services for Children

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